ATTENTION:CHEESE ORDERS DUE FEBRUARY 2007

These are products ready to use in your schools + deliver to state warehouse.

WORKSHEET FOR ECOS TRAINING

Commodity Title	Code #	Pack Size	Case Value	# Cases Requested	Total Cost
Cheddar Shred Y	B031	6/5 LB	$43.60	3	$ 130.80
Mozz LMPS SD	B037	30 LB BOX	$40.55		$ -
Mozzarella Blocks	B042	8/6 LB LVS	$59.38		$ -
Cheese Sliced Y	B065	6/5 LB SLC LVS	$40.46		$ -
Cheese Blend SLC	B119	6/5 LB SLC YELLOW	$37.35		$ -
				TOTAL COST	$ 130.80

SENDING COMMODITIES TO PROCESSORS FOR SY 2007 - 2008
Guidelines for ordering commodities for processing that schools HAVE ALREADY procured

1) Schools have followed procurement regulations for bidding commodity processing contracts
2) Request worksheet information (EPDS) from processors for all products on the bid
3) Name of commodity processor wants to receive (USDA commodity code #)
4) ECOS destination - where the processor wants the commodity sent (delivery location), to make into finished products on the bid
5) Request form of reimbursement from the processor for value of commodity in products school will order
   a. Net Off Invoice (NOI) - commercial price with commodity value deducted on the invoice from distributor
   b. Rebate or (e rebate)- school submits invoices to the manufacturer to receive the commodity value
   c. Fee for service - price on the invoice reflects the value of commodity deducted from the processing fees
6) Secure pricing for distribution of processed items to the school district